

**Meadowood Manor Condominium Homeowners Association  
BOARD OF DIRECTORS MEETING AND AGENDA**

**Revised**

**DATE/TIME: June 18, 2024, at 5:30 PM**

**MEETING WILL BE HELD IN PERSON: Meadowood Manor clubhouse**

This agenda is made available to the Association's membership in accordance with NRS116.31083.

In accordance with NRS 116 each meeting of the Executive Board in Regular Session shall be audio recorded.

Changes to the agenda may be made up to twenty-four (24) hours in advance of the meeting.

**AGENDA**

**1. Call to Order & Determination of Quorum**

Any homeowner that plans to audio tape the meeting must state their intention to do so at this time.

- 2. Homeowners Comments (Limited to Items on the Agenda Only)** This period is devoted to comments by members of the Association and discussion of those items on the agenda. No action may be taken on these items unless they qualify as an emergency as outlined in subsection 8 of NRS 116.31083 or until the matter has been specifically included on an agenda as an action item. The Board has the authority to limit the time for individual comments. A time limit of 3 (three) minutes has been allotted per owner, but no owner may give away their allotted time to expand another owner's time.

**3. Minutes**

- a) Approval of the Board Meeting Minutes – April 16, 2024 & May 14, 2024 (Action Item)

**4. Review of Un-audited Financial Statements**

- a) Review & accept through Unaudited Financials (Action Item)  
b) Review Bank Statements

**5. Action Taken outside of a Board Meeting**

(Action Items)

- a) Wasp – pest control  
b) Window Replacement – Century Glass \$353.72  
c) Other

**6. Old Business**

(Action Items)

- a) **Concrete Project**  
b) **Arborist Proposals**  
c) **Roof Project** – Repairs & possible reroofing of select roofs  
d) **Website** – Update  
e) **Patio Doors**  
f) **Dryer Vent Cleaning**

**7. New Business**

(Action Items)

- a) **Gutter Cleaning Proposals**

**8. Correspondence – Possible Action Items**

**9. Management Report**

- a) Executive Session Report
- b) Litigation Update
- c) Other

**10. Next Board Meeting**

- a) Board Announcements & Comments
- b) Items to be placed on next agenda
- c) Tentative Next Meeting Date – July 16, 2024

**11. Homeowner Comments (Any item can be discussed)**

This period is devoted to comments by members of the Association and discussion of those comments on any issue. No action may be taken on these items unless they qualify as an emergency as outlined in subsection 8 of NRS 116.31083 or until the matter has been specifically included on an agenda as an action item. The Board has the authority to limit the time for individual comments. A time limit of 3 (three) minutes has been allotted per owner, but no owner may give away their allotted time to expand another owner's time.

**12. Adjournment to Executive Session**

(Action Item)

**NOTICE:** The agenda of the meeting of the executive board must comply with the provisions of NRS 116.31083. Unit Owners have the right to obtain: a copy of the audio recording of the meeting; the minutes or a summary of the minutes of the meeting provided to the unit's owner upon request, in electronic format at no charge to the unit's owner or, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed 25 cents per page for the first 10 pages, and 10 cents per page thereafter; speak to the association or executive board, unless the executive board is meeting in executive session. A draft version of the minutes will be available to homeowners within 30 days. An Executive Session meeting will be held immediately after the General Meeting to discuss delinquencies, CC&R Violations, Personnel, and any legal issues pursuant to NRS 116.